

Item Number	Action Item	Meeting Date	Due Date	Status	Lead on Delivery	Comments
1	Local entities are requested to provide updated information on the spread of tree mortality	11/16/2015	Ongoing		All task force participants	
2	Proclamation Intent Document	11/16/2015	12/15/2015	Under review	CAL FIRE	Layperson's explanation of the Proclamation. To be made available on the website for the Task Force.
3	Resource Matrix	11/16/2015	12/15/2015	Under review	CAL FIRE / OES	Create a similar matrix as for the drought showing all possible funding options for dealing with dead and dying trees.
4	Forest Practice Act Exemption Matrix	11/16/2015	12/15/2015		CAL FIRE	Create a guidance document that explains all of the exemptions and rules for dead tree removal.
5	Create an FAQ for all stakeholders	11/16/2015	12/15/2015	Completed	CAL FIRE	Initial FAQ will be provided and then continuously updated.
6	Identify questions for an FAQ	11/16/2015	Ongoing		All task force participants	Provide questions to whitney.bray@fire.ca.gov
7	Schedule Tours for Legislative Staffers	11/16/2015	12/1/2015		CSAC / RCRC	
8	Create IAP that identifies work groups and suggests allocations of stakeholders	11/16/2015	12/1/2015	Completed	CAL FIRE	CAL FIRE will make initial draft of work groups based upon Task Force discussion and circulate for comment
9	Include Department of Insurance in Task Force	11/16/2015	12/1/2015	Completed	CAL FIRE / OES	
10	Have updated maps for 12/14 meeting	12/3/2015	12/14/2015	Completed	CAL FIRE	
11	Have Tree Mortality Task Force website online	12/3/2015	12/14/2015	Completed	CAL FIRE	www.treetaskforce.org